

**White Plains Public Library Board of Trustees
Minutes of Regular Meeting
December 11, 2013**

Call to Order

The regular meeting of the Library Board of Trustees was called to order at 7:04 p.m. by President Paul Schwarz. In attendance were Trustees Barrera, D'Ambrosio, Furth, James, Matthews-Serra, Scherer, and Schwarz. Absent with notice were Trustee Connors and Haynes. Also in attendance were Library Director Brian Kenney, Assistant Library Director Kathy Degyansky, Foundation Executive Director Libby Hollahan, and Sandra McDaniel, Library Secretary.

President Schwarz appointed Trustee Tim James, Secretary, Pro-tem.

Minutes of Regular Meeting of November 13, 2013

The minutes of the regular meeting of November 13, 2013 were approved as presented on a MOTION by Trustee Tim James, seconded by Trustee Hope Furth.

Budget:

City Revenue & Expenditure Budget by Department for December 4, 2013 were reviewed.

Bills: 2013/14 Budget #7, #8

Trustee Furth reviewed the bills prior to the meeting and noted two corrections. Payment of bill voucher #7 and #8 was approved as corrected on a MOTION by Trustee Denise D'Ambrosio, seconded by Trustee Tom Scherer.

Report of Library Administration

Library Director Kenney remarked that Sunday was voluntary for librarians so he has hired a part-time person for the Edge.

Assistant Library Director Degyansky discussed the programming survey in her report and noted that feedback was very positive.

Trustee Reports & Business

WLS – Trustee Furth reported stated that there was nothing to report.

Friends –

Foundation – Ms. Hollahan discussed her report, reviewed the recent Gala, and updated the Board on the funding for the renovation project, the annual appeal, and the possible collaborative grant between the school district and the Library from the Shinnyo-en Foundation.

Ongoing Business:

Library Director Kenney discussed the plans for The Edge opening next week. Mr. Kenney remarked that he had hired someone to handle PR due to the fact that our PR librarian has been out ill. Library Director Kenney commented on the ribbon cutting events and hoped that the Board could join us.

Mr. Kenney presented the savings on combining Phase II and III of the renovation project to the Capital Projects Review Board.

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Assistant Library Director Degyansky distributed a revised copy of the Circulation Policy and discussed the Fines Reconsideration Report. The Circulation Policy was approved with changes on a MOTION by Trustee Matthews-Serra, seconded by Trustee Barrera.

New Business:

On a MOTION by Trustee D'Ambrosio, seconded by Trustee Scherer, the Board of Trustees Meeting Schedule July 2014-June 2015 was approved.

Library Director Kenney discussed the request he received from Frank Williams to host a Youth Bureau/Harlem Fine Arts Fundraiser at the library in February. Mr. Kenney discussed the one evening event and how the library would be involved as well as how it would affect the meeting room policy. The Board discussed this event and requested further information and Library Director Kenney agreed to send out an email.

Mr. Kenney discussed the strategic plan after 18 months and noted that we were on track but needed work in small business growth. Mr. Kenney noted that since the plan was adopted, there seemed to be increased opportunities for services and programs for seniors. Trustee Matthews-Serra suggested going to the White Plains Business Improvement District to get more involvement from the small businesses.

Library Director Kenney reviewed the WLS Statistics and was pleased that circulation was up 31% from 2005 vs. 2012. Mr. Kenney also stated that the library lent out 77,000 items and that we have one of the largest collections (perhaps because we buy more popular, high-interest material than other libraries), and we are the #1 non-book lender in the county. Mr. Kenney advised the Board that he would be taking a more active role within the PLDA by getting involved with the finance committee and initiating an ILS (integrated library system) Committee that would have a roll in WLS' choice of a new system.

President Schwarz stated that he had appointed Trustee Hope Furth head of the Nominating Committee and asked her to present a slate of potential candidates for the Board at the annual meeting in February.

Assistant Library Director Degyansky remarked that flyers with job descriptions for volunteers were available. Ms. Degyansky stated that the new library volunteers would attend an orientation on January 22 and that Librarian Rosemary Rasmussen was the coordinator for The Trove and she was the adult coordinator. Assistant Library Director Degyansky commented that she was working with Wayne Bass, Commissioner of Recreation & Parks on the background checks system.

Adjournment

The meeting was adjourned at 8:33 p.m. on a MOTION by Trustee Tom Scherer, seconded by Trustee Denise Matthews-Serra.

Yuki Haynes, Secretary
Library Board of Trustees